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**THE OWNERS, STRATA PLAN BCS 3037
STRATA COUNCIL MEETING MINUTES
TUESDAY, JUNE 15, 2021**

The following are the Minutes of the Council Meeting, Strata Plan BCS 3037, held on Tuesday, June 15, 2021. The meeting was held electronically by way of Zoom, at the Strata Council's option.

A. CALL TO ORDER

The meeting was called to order at 6:10 pm by the Strata Council President, Nick Canosa.

B. CALLING OF THE ROLL

The Strata Council Members present were Nick Canosa, Jason Wang, Jeff Leong, and Bruce Partridge, Kevin Lam, with regrets from Mehran (Michael) Shekahi and Raymond Lee. Geoffrey Rosen represented Management.

C. APPROVAL OF THE AGENDA

Upon a MOTION duly made by Bruce Partridge and SECONDED by Kevin Lam, it was RESOLVED that the Agenda, as presented, be APPROVED for use at this meeting.

D. APPROVAL OF THE MINUTES OF THE PREVIOUS STRATA COUNCIL MEETING

Upon a MOTION duly made by Kevin Lam and SECONDED by Jeff Leong, it was RESOLVED that the minutes from the previous Strata Council meeting held on Tuesday, April 20, 2021, be APPROVED as distributed.

E. RESIDENT MANAGER REPORT

A1 Fire

- April 25 to May 30, 2021: Onsite to repair and check the fire panel and repair all the damage caused by the flood.

Better Lock Group

- April 12, 2021: Onsite to get access to townhouse T5 #4858 due to re-pipe works.

Brighter Mechanical Ltd.

- Onsite to re-pipe the building.

Carson Montage

- April 26, 2021: Onsite to repair the broken sprinkler pipe in unit # 2503, which was the source of the flood.
- May 3, 2021: Onsite to replace a sprayer damaged in the boiler room due to corrosion.

Chubb Fire Security (Scott Krishan)

- May 10, 2021: Onsite to check the fire panel and prepare a repair quote.

City Irrigation Ltd.

- April 22 to March 24, 2021: Onsite to activate all sprinklers on the grounds and around the building during spring-summer.

Garaventa Lift

- April 5, 2021: Onsite to perform scheduled maintenance in vertical platform lift in the garbage stairway area.

Haakon Services

- April 29, 2021: Onsite to perform scheduled maintenance in the air filters and equipment in the building.

High Volt Electric

- April 12, 2021: Onsite to repair Gate #3 residential in parking on P3 level.

Orkin Pest Control

- April 20, 2021: Onsite to perform scheduled maintenance in traps in the building.

Platinum Pro-Claim Restoration

- April 25 to May 17, 2021: Onsite to carry out restoration works and install fans and dehumidifiers due to flooding of many units and hallways.

PGA Systems Ltd.

- April 26, 2021: Onsite to repair issues with the buzzer

PumpHouse Fitness

- March 31, 2021: Onsite to drop off and install the new treadmill. Also performed scheduled maintenance on the Gym equipment.

Rich-Tek Industries

- March 3, 2021: Onsite to perform a test in the emergency sprinkler system in the water supply room, a problem was found in the control panel.
- March 10, 2021: Onsite to repair the emergency sprinkler system's control panel in the water supply room.

ThyssenKrupp

- May 5, 2021: Technician and company representatives reviewing the elevators to determine the damage caused by the flood to the equipment.

West Coast Building Restoration Inc. (WCBR)

- April 28, 2021: Onsite to check, take measurements, and photos of the metal frame on the balcony of unit # 3501 due to a crack in a metal weld.
- May 10, 2021: Onsite to review the membrane application project in the boiler room.
- May 12th and 13th, 2021: Onsite to install the membrane on the boiler room floor.

F. REVIEW AND ACCEPTANCE OF FINANCIAL STATEMENTS AND ARREARS

The Treasurer, Bruce Partridge, reported that he had reviewed the Financial Statements for March and April 2021 and had found them to be in good order.

The Treasurer noted that the Strata is on budget year to date.

Upon a MOTION duly made by Bruce Partridge and SECONDED by Jeff Leong, it was RESOLVED that the Financial Statements for March and April 2021 be APPROVED as reviewed.

Arrears:

Management reported that there are eight (8) owners in arrears for their Strata Fees. On behalf of the Strata Corporation, Management sent letters to the Owners asking for timely payment of their Strata Fees on the first of the month, as per the Strata Property Act of B.C and the Strata Corporation's by-laws. Owners who do not pay their Strata Fees on time are fined \$100.00 per month plus interest, as per the Strata Corporation by-laws.

G. REPORTS

1. Management

Management reported as follows:

- One of the welds on the metal structure on top of the building has started to fail. As a result, RJC Engineering was onsite the week of May 7, 2021, to inspect the structure and provide repair options. Management is expecting to receive RJC's report sometime in the upcoming week.
- A-1 Fire Supplies Ltd. reported that they were able to access all units for the annual fire inspection.
- Technical Safety BC required the boiler relief valves to be replaced this year, which was done for \$1,500.00.
- The Strata's landscaping contractor, Kelly Arnott, informed Management that they had sold their business to Contour Landscaping. As a result, Contour Landscaping will assume Strata's landscaping. The Strata Council asked Management to monitor the quality of Contour's work.
- Orkin, the Strata's pest control contractor, was onsite to monitor the building's pest control stations. Their report indicated that station activity was normal.
- As reported in April's Council Meeting Minutes, a resident in one of the penthouses reported a minor water leak into their unit. After an investigation, it was determined that rainwater was seeping through the mechanical room door and into the penthouse. Council approved a quote to install a canopy over the mechanical room door. Additional weatherstripping was also installed on the bottom of the mechanical room door.
- On June 7, 2021, Power-West Industries Ltd. was onsite to do the emergency generator's annual maintenance and artificial load test. The technician reported that the generator was in good working order.
- A replacement Smoker's Receptacle for the front building has been ordered.

- Telus Pure Fibre contacted Management regarding installing their infrastructure in the building. The Strata Council asked Management to inquire what Telus is willing to offer the Strata Corporation for permission to install their equipment and report back to the Council at the next meeting.
- The malfunctioning LED light fixtures in the lobby have been replaced with new LED light fixtures. The replacement LED light fixtures for the malfunctioning lights on the mezzanine level have been ordered and are expected to be received in July.
- In early June, Management and the Resident Manager did a building walkthrough. They noted that the drywall edges around the elevators had been damaged. As a result, it was recommended that the Strata install metal door trim as a long-term preventative measure. The Strata Council agreed with the recommendation. The Resident Manager will be installing the metal trim as a long-term project.

2. Security

- No significant security incidents have been reported since the last Strata Council meeting.
- *Residents - please be reminded that access to the mailroom is now limited from 8:00 am to 8:00 pm seven days a week.*

Centrepoint Residents - please be reminded to wait for the garage gate or front door to close entirely before proceeding into or out of the building - failure to do so could result in property being damaged or stolen. Also, do not let anybody into the building who is unknown to you; let them use their fob or get buzzed in.

Centrepoint Residents – The Strata Corporation highly encourages you not to leave anything of value in your vehicles. If you see anything suspicious, please immediately report it to the Resident Manager.

3. Project Reports

- There was nothing to report at the time of the meeting.

4. Correspondence and Appeals

- The Strata Council reviewed seven (7) complaints received in April for residents allegedly violating Strata Corporation by-law 47. (1).

47. (1) Garage Gate to underground parking: To help prevent unauthorized entry to the building, all drivers must wait until the gate is closed behind their car before proceeding to their parking stall. The drivers in any subsequent cars must wait until the gate is starting to close before pressing the garage button on their key fob to re-open the gate. This indicates to the preceding driver that the following driver is a resident of Centrepoint.

After a thorough review of the complaints and relevant evidence, the Strata Council directed Management to send fine letters to all seven (7) residents.

As a reminder, the Strata Corporation has installed signage on and around the gates, reminding residents to wait for the gate to close completely before proceeding to their destination.

- The Strata Corporation received an appeal from an owner for allegedly violating the garage gate security by-law.

After careful deliberation, the Strata Council declined the appeal as they noted that the owner had previously violated the same by-law.

- The Strata Council reviewed a complaint of an owner not providing a Form “K” Notice of Tenant’s Responsibilities for their new tenant – in violation of the Strata’s by-laws.

After careful deliberation, the Strata Council directed Management to send an appropriate letter to the owner requesting that they provide a Form “K” and to ensure that they continue to do so in the future.

- The Strata Council received an appeal from a resident who was seen walking through the parkade gate. They explained that their partner had a disability. The Strata Corporation agreed to reduce the fine to a warning.
- The Strata Council directed Management to write a fine letter to an owner who had not provided a Form “K” Notice of Tenant’s Responsibilities, despite several requests to do so.
- A Property Manager for a rental suite appealed fines received several years prior, explaining that they had never received the warning or fine letters. Management confirmed that the letters had been sent.

After careful deliberation, the Strata Council agreed to reduce the fines to warnings; however, they asked Management to remind the Rental Property Manager to keep their contact information updated.

- The Strata Corporation received a complaint of a resident hanging decorations on their deck – violating the Strata Corporation’s by-laws. The Strata Council directed Management to send an appropriate letter to the resident.
- The Strata Corporation received an appeal from a resident for a warning letter received for allegedly violating Strata’s noise control by-laws.

After an investigation, it was discovered that the noise was emanating from another unit; therefore, the Strata Council agreed to remove the warning.

- The Strata Corporation received a complaint of a resident creating excessive noise in their unit – disturbing residents in neighbouring units.

After reviewing the available evidence, the Strata Corporation directed Management to send a warning letter to the resident.

H. UNFINISHED BUSINESS

1. Building Re-Pipe

- The building’s re-pipe has been completed. The Strata Corporation and the Resident Manager will review the common areas for any damage potentially caused by the re-pipe. Any damage found will be reported to Brighter Mechanical as a deficiency needing to be repaired.

2. Re-Opening of Amenity Areas

- The Strata Council discussed access to the amenity areas and decided to keep the gym open; however, residents must continue to meet current COVID-19 safety guidelines.
- The Council agreed to keep the meeting room and the sixth-floor patio open; however, social distancing requirements always apply. Residents who wish to use the meeting room will need to book it through the Resident Manager, Juan Lara.
- The steam room will remain closed due to safety concerns until phase four of British Columbia's Restart Plan, as the room's temperature does not get hot enough to kill viruses, and it is not easy to sanitize.

*As required by the Provincial Health Officer, **masks must be worn** in all common areas, including the common hallways, elevator lobbies, and the parkade.*

I. NEW BUSINESS

1. Eyebrow Remediation (In progress)

- The scaffolding will be erected the week of June 16, 2021, with the remediation work expected to be completed by the of the month.

2. Electric Vehicle (E.V.) Charging Stations

- The Strata Council tabled the item until the next General Meeting. Management was requested to obtain updated quotes, closer to the end of 2021, to be included in a Special Resolution that will be put forward to the owners at the next General Meeting.

3. Annual Security Audit (September 1 through October 31, 2021)

- As done in previous years, this year's security audit will be from September 1 to October 31, 2021.

4. Building Insurance Renewal

- Management reported that the building's insurance was renewed on **April 19, 2021**. As a reminder, the deductibles remain unchanged from the previous year and are as follows:

<u>All loss (fire) Deductible:</u>	<u>\$25,000.00</u>
<u>Vacant Units All Loss Deductible:</u>	<u>\$100,000.00</u>
<u>Water Deductible:</u>	<u>\$100,000.00</u>

As the owner of your suite, please remember that you are responsible for any loss dollars less than the deductible amount if the loss emanates from your suite as per the Strata Corporation's Bylaws and the Strata Property Act of B.C.

The Strata Corporation highly recommends that all owners contact their insurance broker/insurance company and have them adjust your condominium insurance policy to cover you up to the new deductibles.

5. Insurance loss – April 25, 2021

- In the early evening on April 25, 2021, a fire sprinkler line cracked in unit 2509, resulting in approximately 20 units being flooded. Fortunately, the Building Manager and the Fire Department were able to shut off the line before more water damage was caused to the building. The building's insurance company arranged for the cracked line to be sent to an engineering firm to determine the cause of the pipe failure. The insurance company is determining who they may be able to subrogate against. The Strata Corporation will pay the insurance deductible of \$100,000.00, as the line is common property. The Strata Corporation is waiting to receive the Engineering Report before determining who they may be able to subrogate the deductible against. The current loss estimate is \$500,000.00 due to damage to units, common property, elevator, the fire system, and emergency restoration services to dry out the units and common areas.

K. NEXT MEETING

The next meeting of the Strata Corporation will be the **Strata Council Meeting** to be held on:

Monday, July 19, 2021

At 6:00 pm

The meeting will be held in the Amenity Room

K. ADJOURNMENT

There being no further business to transact, upon a MOTION duly made, it was RESOLVED that the meeting would be adjourned at 7:02 pm.

The Strata Property Act of B.C. requires a vendor to provide purchasers with copies of Minutes.
Please retain these Minutes provided to you for future reference, as replacement copies are subject to a fee.

Minutes Prepared by:



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